

Federal City Performing Arts Association

Board of Directors Meeting Minutes

DRAFT

Wednesday, November 15, 2000
2801 M St., NW, Washington, DC

Present: Fred Boykin, Steve Herman, Harold Lewis, Kathy McGee, David Streit, Harvey Cohen, Bob Reeg, Todd Paul, David Akridge, Barry Bugg, Wallace Whitworth, Mark Ohnmacht
Absent: Bill Gannon
Staff: John Perkins, Jeff Buhrman
Guests: Jack Gerard, Peter Brayton

1. *Call to Order*

President Boykin called the meeting to order at 7:00 PM.

2. *Financial Report*

Treasurer Lewis reported that after meeting with Tracy Powell, the accountant contracted by FCPAA, the budget picture is favorable thus far. We are \$14,809 ahead of last year at the same time. Lewis went on to itemize specific areas in which we are significantly ahead of last year. Lewis indicated that he is working on identifying where in the budget the auction revenue is reflected. Powell is researching this issue but has not yet found it. Powell recommended that we move from our current financial system to Quick Books, which has the capability to provide reports, send data to Excel and would simplify a very detailed system, which we now use. The Finance Committee has not yet met to discuss this move. Lewis indicated that there had been a request to include financial information in Hot Notes. We can include summary information, such as a good news/bad news and a balance sheet. **McGee moved to approve the financial report, Bugg seconded. Unanimously approved.**

3. *Open Board Position*

Boykin introduced Brayton as a candidate for the last remaining opening on the Board. The position would be a one year position. This would allow another community member to be enlisted next year. Boykin praised Brayton for his generous contributions of time to the Board for many years as well as his service as president of the Board. He was recruited specifically for this position to concentrate on bringing in large financial donations. The floor was opened to questions of Brayton. He stated that he was happy to stand for the presentation. Reeg asked what particular talents he might offer the Board. He works professionally in budgeting and has aptitude in fund raising. Brayton also noted that as president of the Board he helped to open the doors of the National Cathedral to the Chorus to perform in an AIDS healing service. **Boykin called for a vote on accepting Brayton to the last open position on the Board. Unanimously approved.** Boykin then pointed out that the Board now has within it members that represent 10 out of the 20 years of the Board presidencies (Herman, Boykin, Streit and Brayton).

4. *Approval of Minutes*

After amendments offered by Streit. **Herman moved to approve the minutes, Brayton seconded. Unanimously approved.**

5. *Music Division Report*

Buhrman noted that the Holiday Concert is all set to go. The Artistic Advisory Committee has developed concepts for the 2001/02 season. Buhrman stated that he had met with assistant director Dan Meyer and set up his goals for the season. He discussed the progress being made in setting up details of the March and June concerts. Most of the numbers are in place or are being arranged in a timely manner. He is working with the directors of the other Choruses to coordinate for joint pieces in these concerts. Buhrman

stated that Allen Keffer had proposed putting together a CD with the San Francisco Gay Men's Chorus and should have the details ready for a formal presentation in December. Herman asked whether San Francisco had been approached about this project. Buhrman will pursue that issue with their director. Reeg asked when the CD would be produced and Buhrman projected that it would be available by the fall of 2001. Buhrman raised the concern that the Chorus has grown to 170 members and the rehearsal space can not accommodate more. Buhrman asked for input on a letter to the Chorus asking for a strong commitment to sing the remainder of the concert season. He voiced concern that we might have to turn new members away unless we know beforehand that there will be vacancies. Ohnmacht offered that auditioning singers could be taken on provisionally, until it was ensured that there was space for them. Boykin asked further discussion to occur within the Membership Committee. Buhrman made a presentation then of the concepts and timeline for the 2001/02 concerts as developed by the Artistic Advisory Committee. **Boykin called for a vote to accept the concepts presented for the 2001/02 concert season. Unanimously approved.** Buhrman also stated that there were other smaller non subscription concerts being planned for next season and discussed some of the details of those concerts. Reeg asked for a clarification on the non subscription concerts. Boykin explained that these were concerts that did not rest on all of the Chorus members and fell outside of the regular three concert season. They fall under the authority of the Music Director. Perkins added that these concerts do not necessarily impact the general membership. Buhrman concurred that the members of these small concerts hold the main responsibility for the ticket sales and organization and should not burden the general membership.

6. Executive Director's Report

Perkins did not have a written report available at the time of the Board meeting but promised to email it to all Board members by the end of the week. He did want to point out that the Chorus had been awarded a matching grant in the amount of \$7500 from the DC Commission on the Arts. Perkins stated that the fundraising mailing in conjunction with the phonathon had been sent out. A prospectus has been sent out to solicit corporate sponsorships. Boykin thanked Perkins for stepping in to put together the concert program on short notice.

7. President's Report

Boykin commended Buhrman for his leadership, Akridge for his work on the Web Site, Herman for his support and all of the Board members for their commitment both in policy and operations. He acknowledged that crises had arisen and would in the future but was confident that the Board would handle these issues. Boykin expressed his satisfaction that the addition of David Robison as Perkins assistant had allowed Perkins to make greater progress in achieving his goals. Reeg also thanked Cohen for quickly and positively responding to membership issues on the announce list. Boykin asked the Board to meet at his home on December 17th at 3 p.m. for a short Board meeting.

8. Old Business

McGee noted that sales at GALA raised over \$500. There will CDs and other merchandise for sale to the Chorus and at the upcoming Holiday concert.

9. New Business

Cohen voiced concern about the amount that had been budgeted for after concert parties. Boykin encouraged him to propose a formal budget amendment at the next meeting. Boykin also clarified that the after concert party at the Kennedy Center in June was being funded by the Century Circle Fund, thus, it did not show up in the budget expenses. The 20th anniversary party on the following evening was self supporting and also not an expense item in the budget. Whitworth stated that the Phonathon was staffed by Board members and ready to go. Streit then spoke about the auction. He acknowledged Dave Jansing for heading up acquisitions and noted that the goal for 150 items for the month of November was on target so far. He thanked Whitworth, Ohnmacht and Perkins for their efforts in getting theater tickets. Cohen, Paul

and Reeg were also thanked for getting community donations, as was Gerard for heading up the Patron party in conjunction with the auction. Streit thanked Akridge for the Auction page on the the Web and noted that the Auction would be promoted at the Holiday concert. Scott Button was acknowledged for all of his efforts as the cochair of the Auction. Streit stated that the Auction kickoff party would be on January 5th. He also mentioned various marketing efforts that were underway. Reeg asked for auction volunteer descriptions. Gerard then thanked everyone for making the Capital Club Gala an overwhelming success in all aspects. Robert Winter was acknowledged for his efforts in maintaining the Capital Club data base. He noted that there were a record number of new members. Century Circle membership was also up. He reminded the Board of the Cocktails with the Director party on December 2nd. Gerard noted that the season brochure brought in 5 new Capital Club members and thanked Whitworth for his efforts on that brochure. Boykin also thanked Whitworth for all of his work in heading up the fundraising efforts. Boykin then asked the Board Members to turn in their forms detailing their financial contributions to the Chorus.

10. Adjournment

Paul moved for adjournment, Lewis seconded, Unanimously accepted.

Respectfully submitted,

David Streit – Secretary, FCPAA

GMCW affirms the Gay experience and promotes a culture of diversity through musical and performance excellence